



Job Title: Bilingual Case Manager/Victim Advocate

Status: Full-Time Exempt

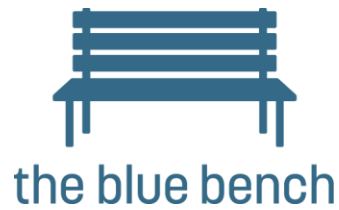
Reports To: Director of Client Services

Job Summary: The Bilingual Case Manager serves as an advocate for victims of sexual assault as they navigate through the criminal justice, medical and social service communities, with a particular emphasis on Latino/Latina communities. This includes the delivery of services in Spanish. The Case Manager assists clients with accessing needed resources, developing support systems and provides emotional support and crisis management to clients through the process of moving from being a victim to becoming a survivor. This includes working a flexible schedule during on-call shifts to provide hospital advocacy to victims of sexual assault.

The Case Manager educates the community on the issue of sexual assault and to enhance utilization of The Blue Bench's services by Latino/Latina clientele. The Case Manager collaborates with other community organizations building and maintaining networks to provide seamless services to clients.

Qualifications, Knowledge, Skills, and Abilities:

- Bilingual skills in English and Spanish required
- Bachelor's degree from an accredited college or university with major coursework in human services, social work, psychology, counseling, sociology or related field/experience.
- Have an understanding of the issues surrounding sexual assault.
- Must have flexible schedule and able to be on call for at least one night a week and weekends on a rotating basis.
- Organizational Skills-time management skills, problem solving skills, ability to initiate and execute work responsibilities independently.
- Have excellent verbal and written skills.
- Ability to offer emotional support and crisis management for victims of sexual assault
- Extensive knowledge of medical, psychological, educational, social services, legal and other community resources, ability to collaborate with other victim service providers.

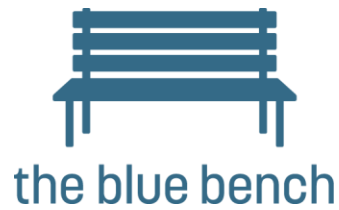


- Understanding of cultural influences on behavior in multicultural communities. Must be open to working with diverse communities.
- Knowledge of the criminal justice system as it relates to sexual assault and sexual abuse victims.
- Work collaboratively in a team setting.

Job Duties and Responsibilities:

Case Management/Advocacy

- Meet with victims at the hospital to provide advocacy, emotional support, and to inform them of The Blue Bench's and other community services.
- Conduct comprehensive client needs assessments to collect functional (financial, employment, educational, physical & mental health) information as appropriate to create an effective case management plan.
- Follow the Sexual Assault Response Team protocols in numerous Judicial Districts.
- Accompany victims to the police department to file a sexual assault report.
- Accompany victims to court regarding the criminal case or civil protection orders
- Assist clients in applying for Victim Compensation or other needed assistance
- Provide victims with resources and referrals.
- Experience at serving clients from underserved populations necessary
- Possess an awareness and sensitivity to cross-cultural issues, barriers and differences in working with Latino/Latina community
- Collaborate with hotline volunteers to provide direct and/or emergency services for clients.
- Participate in hotline volunteer trainings.
- Participate in weekly supervision with the Director of Client Services.
- Enter into database client services contacts and activities completed on a regular basis.



Community Liaison

- Attend various communities meeting as appropriate or requested.
- Collaborate with other agencies to provide training or informational presentations.
- Attend other community events, activities etc. as appropriate or requested.
- Build relationships with under-represented populations in the community and facilitate access to The Blue Bench services.

Participation as a Staff Member of The Blue Bench

- Attend staff meetings and other organization events and activities.
- Attend client services staff meetings.
- Deliver canvass briefings and hotline volunteer trainings as appropriate or requested.
- Represent The Blue Bench services and partnerships in the community.
- Participate as a team member with a strong commitment to The Blue Bench's mission.
- Assist in other tasks as needed.

Please submit resume, cover letter and salary requirement to Jacquelyn Aamodt, Director of Client Services at jaamodt@thebluebench.org.